

Rhopoint Instruments Ltd.

Novo-Gloss Trio Operation Manual



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Accessories

- Novo-Gloss Trio gloss meter
- Traceable calibration tile in protective case
- Traceability certificate for calibration tile
- Quick start guide
- Mini-CD containing Novo-Soft, instrument manuals and registration form
- Registration card
- USB data cable
- Cleaning cloth
- Zero calibration foam
- Instrument carry case

Options

- Replacement BAM Traceable calibration tile and integrated holder
- Supplementary calibration/checking tiles in integrated holder
- UKAS (ISO17025) BAM traceable calibration/checking tiles
- Zero calibration foam in integrated holder
- Quick start guide
- On-line measurement data-cable

Power

The Novo-Gloss Trio is powered with 4 x AA dry cell batteries. To install or replace the batteries remove the battery panel by unscrewing the two screws. Insert the new cells in the battery cartridge and place in the battery compartment, replace the lid and replace the screws.



To access the battery compartment remove the screws with the provided screwdriver



The "READ" key

The Control Panel

Read/Select Key

The "READ" key has four functions;

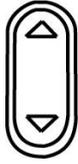
Power- Press this key to turn the instrument on.

Read- In measurement mode press this key to initiate a measurement.

Continuous Read- In measurement mode press and hold this key to take a continuous measurement.

Select- When navigating through the setup menu use this key to select an item or confirms a previous selection.

Scroll Up/Scroll Down



The "UP/DOWN" key

The "UP/DOWN" key has four functions;

View Statistics- In single angle measurement mode press the UP key to view the statistics for the selected angle.

Delete- In single angle measurement mode press the DOWN key to enter the delete mode.

Scroll Up/Down- In the hidden set up menu use the UP/DOWN keys to scroll through the available options.

Set Calibration value- In Set Calibration Mode press the UP/DOWN keys to adjust the calibration value.

Angle Change/Calibrate/Cancel



The "C" key

The "C" key has three functions;

Change Angle- In measurement mode press the "C" key to cycle through the single angle modes 20>60>85 followed by the 20/60/85 three angle simultaneous read mode.

Calibrate- In measurement mode press the "C" key for 2 seconds to initiate the calibration process.

Cancel- During calibration use this key to cancel the process and revert to previously stored calibration constants.

Measuring Gloss

Check the Calibration



Place the instrument in the calibration holder.

If the instrument has not been used for some time it is advisable to check the calibration.

Place the instrument on the high gloss calibration tile. Take a reading by pressing the READ/SELECT key. Compare the measured value with the assigned value for the tile.

If it matches the value on the tile holder, the instrument is within calibration and ready for use.

If the measured value does not match the assigned value, follow the calibration procedure (see page 6).

Positioning the Novo-Gloss Trio



The measurement position is indicated by the arrows.

When the instrument is placed on a sample the aperture is hidden, the centre of the measurement area can be pinpointed by the intersection of the arrows marked on the front of the instrument case with those on the side.

Take a single reading

Press and release the READ/SELECT key in measurement mode to take a single reading.



Press the “READ” key to take a gloss measurement.

Press and HOLD the “READ” key to take a continuous gloss measurement.

The value shown in the display is the gloss value for the section of the sample covered by the aperture. This value has been stored in the memory and the number of stored readings increased by one.

Using the move and read feature

The Novo-Gloss Trio™ has a unique feature to quickly assess large surfaces for gloss variation.

To use this feature **PRESS** and **HOLD** the READ/SELECT key whilst in read mode. The unit will take a reading.

A value will be shown in the display; this is the gloss value for the part of the sample currently covered by the measurement aperture.

To assess the rest of the sample continue to **HOLD** the READ/SELECT key and carefully slide the Novo-Gloss Trio to the area to be inspected.

The value in the display will update IN REAL TIME to reflect the gloss value of the surface under the aperture at that time.

As soon as the READ/SELECT button is released the last value measured will be displayed. This is also the value stored in the memory.

Calibration inspection and tile care

It is necessary to inspect the condition of the calibration tile and instrument optics before each calibration.

Inspecting and cleaning the instrument optics

Any dust or debris on the optic should be blown from the lenses using dry clean air- the optics must not be touched without wearing suitable cotton gloves.

If there are any permanent marks or scratches on the lenses, the instrument is no longer suitable for measuring gloss and should be returned to an authorised Rhopoint service center.

Inspecting and cleaning the calibration tile

The calibration tile must be perfectly clean from smears and scratches before attempting calibration. Fingerprints and dust can be removed with the supplied optic cleaning cloth.

Scratched or damaged tiles

Scratched or damaged tiles are not suitable for gloss calibration. The instrument and tile must be returned to an approved Rhopoint service center for tile replacement and re-calibration.



Inspect the tile and instrument optics before calibration.



Calibration

Zero Gloss Calibration

For improved stability and accuracy the Novo-Gloss Trio is supplied with the Zero calibration feature switched on. During calibration the instrument will prompt "Sample Zero Ref", at this point the instrument should be placed on the enclosed zero reference foam and the "Read" key pressed to take a reading.

See page 8 for instructions how to switch on/off the Zero calibration feature

Calibrate a single angle

Place the instrument in the calibration holder. In measurement mode, select the required angle, pressing the "C" button to cycles through the angles 20 > 60 > 85.

Once the required angle is displayed, press and hold the "C" key to begin the calibration procedure. Follow the on screen instructions to complete this process.

Calibrate all angles

To simultaneously calibrate all three angles, use the "C" key to cycle through the read modes until the three angle 20 60 85 degree read mode is displayed.

The "C" key should then be pressed and held until the calibration procedure starts. The on-screen instructions should be followed to complete the calibration process

Automatic calibration check

During calibration the instrument automatically checks for changes in the condition of the calibration tile.

If changes to the expected value are detected the instrument will prompt

"Possible Calibration Error- Check Calibration Tile"

The calibration tile and instrument optics should then be carefully checked for marks or scratches.

If there are smears mark or dust on the optics, press the "C" key to abort the calibration, and clean tiles and optics using the above procedure and repeat the calibration process

If the calibration tile is seen to be completely clean, press the read key to store the calibration data.

The "C" key can be pressed at any time to abort the calibration process.



Place the instrument in the calibration holder.



Press and HOLD the "C" key to start calibration.

Analysing Statistics

Standard deviation (SD)

$$s = \frac{s}{\bar{x}} = \sum_{i=1}^{i-x} \frac{n}{x_i} \left(\frac{\bar{x}_i^2 - x^2}{(n-1)} \right)^{1/2}$$

Coefficient of variation (CV)

$$s = \sum_{i=1}^{i-x} \left(\frac{x_i^2 - x^2}{(n-1)} \right)^{1/2}$$

To examine the statistics for the stored values, whilst in Read mode -press the up arrow.

Definitions of terms used in statistical mode

For this purpose the individual readings are defined as values x_1, x_2, \dots, x_n , and x_i is any data point:

- Statistical sample population, n - the current number of stored readings on which the statistical analysis is based.
- Maximum (MAX) - the highest reading.
- Minimum (MIN) - the lowest reading.
- Mean (MEAN), - The sum of all readings divided by the total number.
- Standard deviation (SD), s - Square root of the sum of squared --deviations from the mean.
- Coefficient of variation (CV), c - Standard deviation divided by the mean, a measure of data scatter.

Preferences

Changing the calibration value

The instrument is supplied with the assigned values of the standard tile stored in the instrument memory. These values are updated when the instrument is recalibrated by an authorised service center. The stored values can also be changed by the end user if an alternative tile is to be used for calibration

Calibrate at low, medium or high gloss value

It is often desirable to calibrate using a standard that closely matches the gloss of the samples to be tested. Rhopoint supply a range of gloss, semi-gloss and matt tiles to suit all applications. To calibrate the Novo-Gloss Trio using a purchased tile, the calibration value in the instrument memory must be adjusted to match the assigned value of the new tile. Rhopoint also supply mirror tiles for verification of measured values at very high gloss levels. The instrument should not be calibrated on a mirror tile.

Change calibration values in the set up menu

In read mode, press the C key to cycle through 20/60 or 85° angles until the required angle is displayed.

Access the hidden set up menu using the following key press combination;

- First press and hold the DOWN button.
- Press and hold the C button whilst continuing to press the DOWN button.
- Wait until "SYSTEM SET UP" appears in the display.

- Scroll up/down until "SET STD CAL VAL." is shown on the display.
- Press the read key to change this value.
- Use the UP/DOWN arrow to adjust to the assigned value of the calibration tile.



To access hidden menu-
Press and HOLD the "C"
and "DOWN" keys.

-Press the READ KEY when the value is correct, if required repeat the process for the remaining angles.

Change calibration values via Novo-Soft

It is possible to change the stored values when the instrument is connected to a PC running Novo-Soft. For more details follow the connection instructions on page 7 of this manual. Full instructions are contained in the software help files.

Customising the Novo-Gloss Trio via the hidden set up menu

Use the following key combination to access the Novo-Gloss Trio set up menu;

Press the DOWN KEY whilst simultaneously pressing the C button.

SYSTEM SET UP will be shown in the instrument display.

Use the UP/DOWN buttons to cycle through the available options.

True zero Calculation

It is possible to perform a two point gloss calibration using both a high gloss tile and a zero gloss standard. Press the read key toggle between “Zero Calibration off” and “Zero Calibration on”. Zero gloss foam is included with the Novo-Gloss Trio Instrument

Language

English, French, German, Spanish, Dutch, Italian, Czech and Turkish are the standard languages available in the Novo-Gloss Trio; more languages will be added as they become available, visit www.rhopointinstruments.com for a full list or to request additional language support.

Press read key to enter this menu, use the up/down arrows to locate the required language. Press the read key to select.

Statistical/Non-statistical mode

The instrument can be used with or without statistical analysis. In non-stat mode all functions except read and calibrate are disabled. Press the read key toggle between STATS ON/STATS OFF modes.

CONNECTING TO A PC

Install the software

Place the Novo-Soft mini-cd in the drive of a compatible PC. Double click on D:\Novo-Softinstall.exe where D: is the letter of your CD drive.

Follow the on screen instructions in the install wizard window to install Novo-Soft.

Once installed, double click on the Novo-Soft icon on the desktop to run the software.

Installing the drivers

With the mini-cd in the drive connect the USB cable to a free port on your PC.

Connect the other end of the cable to the instrument.

Turn on the instrument.

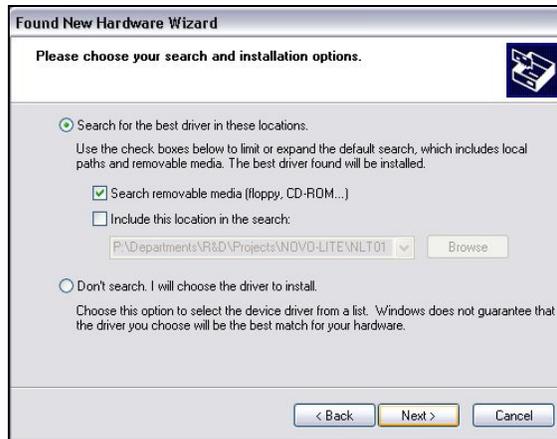
The following will be shown:



Click 'no, not this time' and then click 'next'.



Click 'Install from a list or specific location' then click 'next'.



Click 'search removable media' then click 'next'.



The PC should find the driver and install it from the disc.



Click 'finish'.

The PC will detect another new hardware component, follow the above steps again.



Your Novo-Gloss Trio is now installed and ready to use.

Connect the instrument

Connect the instrument to a USB port on your PC with the supplied data cable.

In the 'Set-Up' menu ensure that the 'high speed coms' box is ticked.

Click the "CONNECT" icon in the Novo-Soft main menu to open the connection window.

Ensure the instrument is switched on (press the read key).

Press the "CONNECT" button in the connection window to initiate communication.

Downloading results

Use the download buttons to retrieve stored readings from the instrument memory, once downloaded the data can be deleted from the instrument memory using the relevant delete button.

Saving and manipulating data

For help using Novo-Soft, click "HELP" in the menu.

Preferences

Automatic power-down time, language, calibration values and automatic/manual calibration can all be adjusted in the Novo-Soft set up menu, click on help the menu for more details.

CONNECTING ADVICE

When the instrument has been successfully connected to the PC the auto-power off function is disabled.

Measurements should not be made with the data cable plugged into the instrument as R.F. interference may cause inaccurate readings.

EC Declaration of Conformity

We Rhopoint Instruments Ltd, Beeching Road,
Bexhill on Sea, East Sussex, TN39 3LG

Declare under our sole responsibility that the product

Novo-Gloss Trio

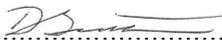
To which this declaration relates is in conformity with the
following standards

EN6100-6-1:2001
EN6100-6-3:2001, A1

Following the provisions of directives

2004/108/EC

Rhopoint Instruments Ltd
22 March 2007


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D Smith Research & Development Technician

Further information available on request.

EU Directive 2002/96/EC on WEEE (Waste Electrical & Electronic Equipment) and RoHS (Restriction of the use of certain Hazardous Substances).

The European Union's Directive on Restriction of the use of certain Hazardous Substances in electrical and electronic equipment (ROHS) defines each of 10 categories of electrical and electronic equipment in Annex I . Category 9 is defined as follows:

9. Monitoring and control instruments
 - Smoke detector
 - Heating regulators
 - Thermostats
 - Measuring, weighing, or adjusting appliances for household or as laboratory equipment
 - Other monitoring and control instruments used in industrial installations (e.g. in control panels).

The RoHS Directive defines the scope of restrictions in Article 2 as follows:

"1. Without prejudice to Article 6, this Directive shall apply to electrical and electronic equipment falling under the categories 1, 2, 3, 4, 5, 6, 7 and 10 set out in Annex IA to Directive No 2002/96/EC (WEEE) and to electric light bulbs, and luminaires in households."

This product is supplied as a Monitoring and Control instrument and as such falls within category 9 of the EU directive 2002/96/EC and so is excluded from restrictions under the scope of the RoHS Directive.

The Waste Electrical and Electronic Equipment Directive is intended to reduce the amount of harmful substances that are added to the environment by the inappropriate disposal of these products through municipal waste.

Some of the materials contained in electrical and electronic products can damage the environment and are potentially hazardous to human health; for this reason the products are marked with the crossed out wheellie bin symbol which indicates that they must not be disposed of via unsorted municipal waste.

Rhopoint Instruments Ltd have arranged a means for our customers to have products that have reached the end of their useful life safely recycled. We encourage all end users to us at the end of the product's life to return their purchase to us for recycling as per Article 9 of the WEEE Directive.

Please contact us on +44 (0) 1424-739622 and we will advise on the process for returning these waste products so we can all contribute to the safe recycling of these materials.